



# Employee Post-Travel Disclosure of Travel Expenses

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original Employee Pre-Travel Authorization (Form RE-1), AND  
☒ A copy of the Private Sponsor Travel Certification Form with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): National Corn Growers Association Soil Health Partnership

Travel date(s): November 22, 2019

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

**Expenses for Employee:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate	\$12.30 (estimate: driving 80 miles, gas		\$19.47 (actual)	
<input checked="" type="checkbox"/> Actual Amount	\$2.30/gallon, approx 15 miles/gallon).			

**Expenses for Accompanying Spouse or Dependent Child (if applicable):**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Farm tour, power point presentation, discussions with farmer owner/operator.

01.16.20  
(Date)

Chelsie Keys  
(Printed name of traveler)

[Signature]  
(Signature of traveler)

**TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:**

I have made a determination that the expenses set out above in connection with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

01.16.2020  
(Date)

[Signature]  
(Signature of Supervising Senator/Officer)

**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

ETHIC OCT21'19PM 1:04

Name of Traveler: Chelsie KeysEmploying Office/Committee: Senate Committee on Agriculture, Nutrition and ForestryPrivate Sponsor(s) (list all): National Corn Growers Association/Soil Health PartnershipTravel date(s): November 22, 2019*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): Rock Hall, Maryland

Explain how this trip is specifically connected to the traveler's official or representational duties:

I work on conservation and environment issues for the Committee, among other things. This tour will provide staff a first hand look at technologies farmers are voluntarily implementing to improve soil health.

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

10.21.2019

(Date)

Chelsie Keys

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Senator Pat Roberts hereby authorize Chelsie Keys  
(Print Senator's/Officer's Name) (Print Traveler's Name)

I can employ an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

10.21.2019

(Date)

Pat Roberts

(Signature of Supervising Senator/Officer)



## Keys, Chelsie (Agriculture)

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**From:** Kendra Ricks <Ricks@ncga.com>  
**Sent:** Wednesday, October 16, 2019 5:10 PM  
**To:** Kendra Ricks  
**Subject:** Soil Health Partnership Field Event at Harborview Farms  
**Attachments:** Private Sponsor Travel Certification Form Packet.pdf



Please join us **November 22, 2019**, from **10:30 AM - 2:30 PM** for a **Soil Health Partnership Field Event** at Harborview Farms in Rock Hall, Maryland.

The Field Day event will focus on how Harborview Farms has worked to create an advanced soil health management system, and the story of how the farmer has worked to successfully incorporate sustainability practices into his operation. Key themes of the event will include soil health, conservation and economics.

This event will also highlight Soil Health Partnership (SHP) staff experiences working hand in hand with farmers across the United States to manage soil health, improve environmental and economic outcomes and analyze the data from SHP's network of over 220 farms across 15 states. Improved environmental outcomes include reducing greenhouse gas emissions to offset climate change. Government and university scientists who are studying how soil health management can impact soil properties have also been invited to share their work with the group.

Please **RSVP by Monday, October 21** to [ricks@ncga.com](mailto:ricks@ncga.com) . NCGA will provide bus transportation to and from the farm and lunch on site. Detailed transportation information will be sent to attendees closer to the event.

Due to Senate Ethics rules, you will need to complete the form for Private Sponsored Travel **by next Tuesday, October 22** found here: [https://www.ethics.senate.gov/public/index.cfm?a=Files.Serve&File\\_id=26749bec-6e49-4d48-80f3-03c9eee36624](https://www.ethics.senate.gov/public/index.cfm?a=Files.Serve&File_id=26749bec-6e49-4d48-80f3-03c9eee36624) (If the link does not work, please copy and paste it into your browser).

The Private Sponsored Travel Certification Form needed to accompany your form is attached to this email.

Thank you,

The Soil Health Partnership & the National Corn Growers Association

The information in this email, and any attachments, is intended by the National Corn Growers Association for the use of the named individual or entity to which it is addressed and may contain information that is privileged, proprietary, copyrighted, trademarked, etc. or otherwise confidential. It is not intended for transmission to, or receipt by, any individual or entity other than the named addressee (or a person authorized to deliver it to the

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

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1. Sponsor(s) of the trip (please list all sponsors): National Corn Growers Association
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2. Description of the trip: The Field Day event will focus on how Harborview Farms has worked to create an advanced soil health management system. Key themes: soil health, conservation, and farm economics.
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3. Dates of travel: November 22, 2019
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4. Place of travel: Harborview Farms, Rock Hall MD
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5. Name and title of Senate invitees: Please see attached list.
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6. I *certify* that the trip fits one of the following categories:
- ☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- ~~OR~~
- ☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ~~AND~~
- ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- ~~AND~~
- ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

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☒ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

—OR—

**—OR—**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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employees will be providing logistics support (such as transportation scheduling and catering).

about one of NCGA's programs to create better economic outcomes through conservation and soil health.

activities of NCGA, or the needs of our members that are better understood in person.



15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

NCGA educates through grassroots efforts such as sharing our members' stories on Capitol Hill or in media. We also educate our members through leadership programs and working with our members on programs such as the Soil Health Partnership for ongoing research and better data for agriculture.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate  <input type="checkbox"/> Actual Amounts	\$1500 total for Motorcoach Rental	N/A	\$20/person	Tent/Table/Chair Rentals: \$1200

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This event is being scheduled specifically to show Senate staff the technical side of soil health and to showcase the research and data the program has gathered thus far.

18. Reason for selecting the location of the event or trip

This farm is the one nearest to DC participating in the program.

19. Name and location of hotel or other lodging facility:

N/A

20. Reason(s) for selecting hotel or other lodging facility:

N/A





<u>First Name</u>	<u>Last Name</u>	<u>Job Title</u>	<u>Member Title</u>	<u>Member First Name</u>	<u>Member Last Name</u>	<u>Member Party</u>
Ben	Ayres	Legislative Assistant	Sen.	David	Perdue	R
Sean	Babington	Senior Professional Staff Member				
Andrew	Bahrenburg	Legislative Assistant	Sen.	Patrick	Leahy	D
Savannah	Block	Legislative Correspondent	Sen.	John	Hoeven	R
Janae	Brady	Senior Professional Staff Member				
Rosalyn	Brummette	Policy Analyst				
Keagan	Buchanan	Counsel	Sen.	Amy	Klobuchar	D
Laura Lee	Burkett	Legislative Assistant	Sen.	Debra	Fischer	R
Stephanie	Carlson	Legislative Assistant	Sen.	Chuck	Grassley	R
Alyssa	Charney	Legislative Assistant	Sen.	Robert	Casey	D
Fred	Clark	Senior Counsel				
Meghan	Cline	Communications Director, Republican				
Lane	Coberly	Staff Assistant/Legislative Correspondent				
Eric	Deeble	Legislative Assistant	Sen.	Kirsten	Gillibrand	D
Haley	Donahue	Legislative Assistant				
Ryan	Donnelly	Legislative Assistant	Sen.	John	Thune	R
Matt	Erickson	Chief Economist				
Debu	Gandhi	Counsel	Sen.	Richard	Durbin	D
James	Glueck	Staff Director, Republican				
Ward	Griffin	U.S. Commodity Futures Trading Commission Detailee				
Payne	Griffin	Legislative Assistant	Sen.	Mike	Braun	R
Darin	Guries	Senior Professional Staff Member				
Hans	Hansen	Deputy Chief Clerk				
George	Hartmann	Press Secretary	Sen.	Chuck	Grassley	R
Chance	Hunley	Legislative Assistant				
Chelsie	Keys	Senior Professional Staff Member				
Kevin	Lefeber	Legislative Assistant	Sen.	Richard	Durbin	D
Jess	McCarron	Press Secretary, Democratic				
Bobby	Mehta	Information Technology Director				
DaNita	Murray	Chief Counsel				
Katie	Naessens	Professional Staff Member				
Lizzy	Peluso	Chief of Staff	Sen.	Amy	Klobuchar	D
Meris	Petek	Policy Adviser	Sen.	Joni	Ernst	R
Sanjana	Puskoor	Legislative Aide	Sen.	Michael	Bennet	D
Andy	Rezendes	General Counsel, Republican				
Christine	Rock	Staff Assistant/Legislative Correspondent				
Rob	Rosado	Senior Professional Staff Member				
Julia	Rossmann	Staff Assistant				
Katie	Salay	Archivist				
Adam	Schiff	Agriculture Legislative Assistant	Sen.	Tina	Smith	D
Mike	Schmidt	Senior Professional Staff Member				



## Itinerary

# Soil Health Partnership Field Day: Harborview Farms

**8:30-10:30am – Bus trip from DC to Harborview Farms**

**10:30-11:15am – Trey Hill, owner and operator at Harborview Farms**

- What soil health management activities does he do on the farm
- Why he sees them as beneficial
- Why farmers are on the front lines of Climate Change

- Why he sees them as beneficial

- **Why farmers are on the front lines of Climate Change**

**11:15am-12:00pm – Maria Bowman, Lead Scientist of the SHP**

- Overview of the SHP program
- Impact of the research we are doing on Farm Economics and Sustainability
- Soil Health Metrics and Management we have found to be the most impactful to study

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- **Soil Health Metrics and Management** we have found to be the most impactful to study

**12-12:30pm – Jim Isermann and Keith Byerly, Field Managers for SHP**

- The Pros and Cons of Cover Crop management in the Eastern and Western Corn belt

**12:30-1:15pm – Lunch at the farm**

**1:15-2:00pm – Local USDA, NRCS, or Maryland University staff (pending on availability)**

- Research collaborator at Harborview Farms will go over their research project and what questions they hope to answer about soil health and different soil health management techniques

**2:00-2:30pm – Wrap up with John Mesko, Senior Director of SHP**

- Open discussion with the day's presenters to answer questions

**2:30-4:00pm – Bus trip from farm to DC**